



TOWN OF TYNGSBOROUGH

Office of the Selectmen

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Selectmen's Meeting Minutes

Monday January 22, 2007

6:00 P.M.

Town Offices

Members present: Selectman Kevin O'Connor, Selectwoman Jacqueline Schnackertz, Selectman Rich Lemoine and Selectwoman Karyn Puleo.

Staff present: Town Administrator Rosemary Cashman and Admin Assistant Therese Gay.

Absent: Selectman Jay Booth

The Board was introduced, and the agenda was read.

1. 6:00 P.M. SE Properties, LLC - Special Permit Hearing – 90 Middlesex Road
A motion was made by Selectwoman Schnackertz to call the hearing to order, second by Selectwoman Puleo. The Board voted unanimously to open the hearing.

The Board received a request from SE Properties for an extension of a Special Permit granted in 2005. The request was received after the deadline and a new application had to be filed. The application was received and a hearing set. SE Properties is requesting a special permit to build a self-service gas station and convenience store in a B-1 zone. Water and sewer is available and access will be Old Tyng Road and Middlesex Road. The request and plans are the same as the plan presented in 2005. Hearing no further discussions, the Chair entertained a motion from the Board.

A motion was made by Selectwoman Schnackertz to close the hearing, second by Selectwoman Puleo. The Board voted unanimously to close the hearing.

A motion was made by Selectwoman Puleo to grant the special permit as requested with the conditions set in the original decision, with a correction of allowing 12 cars, second by Selectwoman Schnackertz. The Board voted unanimously to grant the special permit.

2. 6:10 P.M. Emergency Management Director – Greater Lowell Regional Emergency Planning Committee

The Emergency Management Director, Wes Russell spoke to the Local Emergency Plan Committee called the Greater Lowell Regional Emergency Planning Committee. The Committee is using federal guidelines and is regionalized because the administration is burdensome for small communities like Tyngsborough. There are no budgetary requirements at this time; there are many grants available and will benefit by going regional. Selectman O'Connor thanked Mr. Russell for the presentation and supports the plan. Selectwoman Schnackertz also thanked Mr. Russell and is eager to support the plan.

A motion by Selectman O'Connor the Town of Tyngsborough agrees to join the Greater Lowell Regional Emergency Planning Committee, and the Town of Tyngsborough designates Wesley W. Russell to be its Community Emergency Response Coordinator for the Greater Lowell Regional Emergency Planning Committee, second by Selectwoman Schnackertz. The Board unanimously to join the GLREPC and voted unanimously to appoint Wes Russell as their designee.

3. Other Business (if necessary)

A. Appointment – Acting Police Chief

A motion was made by Selectman O'Connor to appoint Deputy Chief Richard Burrows as the Acting Police Chief effective February 2, 2007 until such time that a new Chief is appointed, and to appoint Deputy Chief Richard Burrows as a Member of the Trust Fund Committee, second by Selectwoman Puleo. The Board voted unanimously to appoint Deputy Chief Burrows as Acting Chief and as a Member of the Trust Fund Committee.

An impromptu going away party for Chief John Miceli will be held on February 1, 2007 from 3 P.M. to 6 P.M. at the Town Hall Community Room. Everyone is welcomed to meet with the Chief and to thank him for his service.

B. Appointment – Special Police Officer

A motion was made by Selectman O'Connor to appoint John Miceli as a Special Police Officer, effective February 2, 2007, second by Selectwoman Puleo. The Board voted unanimously to appoint John Miceli as a Special Police Officer.

C. Appointment – Program Coordinator/Senior Aide

The Board received a recommendation from the Town Administrator to appoint Bernadine Mercier as the Program Coordinator/Senior Aide.

A motion was made by Selectwoman Puleo to appoint Bernadine Mercier as the Program Coordinator/Senior Aide at the Council on Aging Department, second by Selectwoman Schnackertz. The Board voted unanimously to appoint Bernadine Mercier as the Program Coordinator/Senior Aide.

D. Appointment – Census Liaison

A motion was made by Selectwoman Puleo to appoint Town Clerk Joanne Shifres as the local census liaison, second by Selectwoman Schnackertz. The Board voted unanimously to appoint the Town Clerk as the local census liaison.

4. Correspondence

A motion was made by Selectwoman Schnackertz to accept the eight pieces of correspondence, second by Selectwoman Puleo. The Board voted unanimously to accept the correspondence.

5. Selectmen's Notes

Selectwoman Puleo spoke of the budget preparations, and Selectman Lemoine cautioned the residents on unsafe ponds. Selectman O'Connor thanked the Town

Administrator for all of her hard work and the many hours spent bringing the Board up to speed. He spoke about hiring an assistant to help the Administrator.

6. Town Administrator's Notes

Town Administrator announced that budget discussions begin next week, and the Capital Asset Management Committee met to review capital requests.

7. Executive Session (If Necessary)

No Executive Session this evening.

8. Work Session (If Necessary)

No Work Session this evening.

9. Adjournment

The Chair hearing no further discussions entertained a motion to adjourn.

A motion was made by Selectwoman Schnackertz to adjourn the meeting, second by Selectwoman Puleo. The Board voted unanimously to adjourn at 6:50 P.M.

Respectfully submitted

Therese Gay
Admin Assistant

Approved on _____